

## AGENDA

### South Australian Local Government Financial Management Group Executive Committee

31 January 2020 at 9:30am

Town Hall, City of Port Adelaide Enfield – 163 St Vincent Street, Port Adelaide

#### 1. Present

##### Executive Committee:

##### Office Bearers:

- Kate George (President), City of Salisbury
- Elizabeth Williams (Vice President), Alexandrina Council
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Clive Hempel (Secretary), Mid Murray Council

##### Members:

- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- David Harman, City of Marion
- Karishma Reynolds, City of Burnside
- Katy Bone, Town of Walkerville
- Marc Sodomka, City of Port Adelaide Enfield
- Mark Lague, The Barossa Council
- Mike Carey, Adelaide Hills Council
- Norm Biggs, City of West Torrens
- Rajith Udugampola, Adelaide Plains
- Samantha Grieve, City of Playford
- Simon Zbierski, City of Campbelltown

##### Proxies:

Nil

##### Observers/Guests:

- Liz Packer, City of Adelaide
- Sharee Trenerry, City of Adelaide
- Kelly Jamieson, City of Adelaide
- Alicia Stewart, City of Port Adelaide Enfield
- Angela Papatheodorakis, City of Port Adelaide Enfield
- Andrew Lamb, LGA
- John Ovenstone, FERU
- Lana Ashford, FERU
- Jenna Prisk, FERU
- Sean Turtur, FERU

*It is important to note that on occasion it may be necessary for the Executive Committee to discuss an item in confidence and in those circumstances, observers and guests will be asked to leave the room for that item.*

#### 2. Apologies

- Luke Harris, City of Mitcham
- Sonia Sghendo, City of Onkaparinga

### 3. Presentations

#### 3.1 Fines Enforcement and Recovery Unit

- John Ovenstone, Chief Recovery Officer
- Lana Ashford, Manager, Business Systems and Support
- Jenna Prisk, Manager, Strategy & Analytics
- Sean Turtur, Manager, Business Development

### 4. Confirmation of Minutes

**Recommendation:** That the minutes of the meeting held on 29 November 2019 be confirmed as a true and correct record.

### 5. Projects/Work Groups – Update/Status

#### 5.1 Asset Management – Katy Bone (Chairperson)

#### 5.2 Costing Principles – Alex Oulianoff (Chairperson)

#### 5.3 Events – Kate George (Chairperson)

##### 5.3.2 May Conference – 15 May 2020 – Adelaide Convention Centre

#### 5.4 Fees and Charges – Elizabeth Williams (Chairperson)

#### 5.5 Financial Management Framework – Mark Lague (Chairperson)

Financial Management Framework			
Action Items	Meeting	Responsible	Status
Wastewater reserves, people who have them are starting to discuss going into negative. Advice from auditors is that you can have a reserve in negative however in the notes when it comes to reserves, in the model statements a reserve can't be at a negative number. Alex will discuss this matter with SALGAG for clarification. Workgroup to pick up as feedback for the MFS's next financial year.	21/06/19	Treasurer  FMF Workgroup	

#### 5.6 Local Government Price Index – Chris Birch (Chairperson)

Local Government Price Index			
Action Items	Meeting	Responsible	Status
Work on a set of definitions for data that feeds into the LGPI and supply it to the Grants Commission for their consideration.	21/09/18	LGPI Workgroup	
LGPI – to be provided to Secretariat once confirmed for distribution to the membership.	21/06/19	Chris Birch	

<b>Local Government Price Index</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Contact the Grants Commission to see if there is a guide for the return for how the administration allocations are being entered (operating expenses section). It would be valuable to have a consistent approach to provide to the Grants Commission.	25/10/19`	LGPI Workgroup	<b>Hoping to meet with the Grants Commission soon.</b>
Form a Data Collections – Annual Grants Commission Returns workgroup.	29/03/19	Executive Committee	<b>Chris to send email to organise a meeting – same members of the LGPI workgroup.</b>

**5.7 Local Government Reform – Kate George (Chairperson)**

**5.8 Long Term Financial Plan – Kate George (Chairperson)**

**5.9 Membership & Communication – Anthony Amato (Chairperson)**

<b>Membership &amp; Communication</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Buddy list to be reviewed and distributed to Executive Committee.	21/06/19	Secretariat	<b>Currently being migrated into the membership database.</b>

**5.10 Rating and Valuation – Simon Zbierski (Chairperson)**

**5.11 DACO Update – Simon Zbierski and Clive Hempel**

**6. Treasurer’s Report**

<b>Finance</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Prepare financial reports monthly for the Executive Committee.	21/06/19	Treasurer	
Contact Ian McDonald in advance of the AGM to seek his interest in providing accountant services for 2019/20.	21/06/19	Treasurer	
Organise for the Executive Committee Office Bearers to be signatories on the NAB account.	21/06/19	Treasurer	<b>Forms to be signed.</b>

**7. Correspondence**

Nil

**8. Confidential Discussion Items**

Nil

## 9. Other Business

### 9.1 Collection of Fees and Charges Under the PDI Act & Regs (for discussion)

### 9.2 Reciprocal Arrangement - WA Conference – 12 to 13 March 2020

Other Business			
Action Items	Meeting	Responsible	Status
LGA Circular regarding the benefits of membership.	25/10/19	Secretariat	To be prepared when the 50% discount rate kicks in March/April.

## 10. Next Meeting

28 February 2020 – City of Burnside

Standing and Future Items	Meeting	Frequency
Presentation from the Local Government Grants Commission	March	Annually
Sponsorship Proposal for the next financial year	April/May	Annually
AGM Matters and Recommendations: <ul style="list-style-type: none"><li>• Constitution Draft</li><li>• Membership Guidelines Draft</li><li>• Membership Fees Recommendation to AGM</li><li>• Honorary &amp; Life Member Nominations</li><li>• Auditor Appointment Recommendation to AGM</li><li>• Executive Committee Nominations</li></ul>	June	Annually
<ul style="list-style-type: none"><li>• Davin Lambert – LGFA update</li><li>• Constitution Recommendation to AGM</li><li>• Membership Guidelines adoption</li></ul>	July	Annually
<ul style="list-style-type: none"><li>• New Committee Members</li><li>• Workgroup allocations</li><li>• Proxy/Deputy Chairperson for each of the Workgroups and Executive Committee meetings</li><li>• Meeting dates for next 12 months</li><li>• Event registration fees for the financial year</li></ul>	September	Annually

## 11. Close

**For further information regarding topics raised at the FMG Executive Committee meetings, please see contact details below:**

FMG President, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.sa.gov.au).

- Asset Management Workgroup Chairperson, Katy Bone: [KBone@walkerville.sa.gov.au](mailto:KBone@walkerville.sa.gov.au)
- Costing Principles Workgroup Chairperson, Alex Oulianoff: [aoulianoff@dcmtbarker.sa.gov.au](mailto:aoulianoff@dcmtbarker.sa.gov.au)
- Events Workgroup Chairperson, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.sa.gov.au)
- Fees and Charges Workgroup Chairperson, Elizabeth Williams: [elizabeth.williams@alexandrina.sa.gov.au](mailto:elizabeth.williams@alexandrina.sa.gov.au)
- Financial Management Framework Workgroup Chairperson, Mark Lague: [mlague@barossa.sa.gov.au](mailto:mlague@barossa.sa.gov.au)
- Local Government Price Index Workgroup Chairperson, Chris Birch: [chris.birch@prospect.sa.gov.au](mailto:chris.birch@prospect.sa.gov.au)
- Long Term Financial Plan Workgroup Chairperson, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.sa.gov.au)
- Membership & Communication Workgroup Chairperson, Anthony Amato: [tony.amato@gawler.sa.gov.au](mailto:tony.amato@gawler.sa.gov.au)
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: [szbierski@campbelltown.sa.gov.au](mailto:szbierski@campbelltown.sa.gov.au)